



City of Grand Terrace

Personnel Department
22795 Barton Road
Grand Terrace, CA 92313

The City of Grand Terrace is an affirmative action employer and considers applicants for all positions without regard to race, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or disability, or any other legally protected status.

Last Name		First Name		Middle Name or Initial		Position Applying For	
Address				City & State			Zip Code
Home Phone _____				Can you perform the essential functions of this job with or without accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No Would you object to having your present employer contacted with regard to your work record or qualifications? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain: _____ _____ _____			
Cell Phone _____							
E-mail _____							
Have you ever been employed under another name? Please list name(s): _____ _____							
Can you, if employed, submit verification of your legal right to work in the United States? Yes ____ No ____ Unless stated on the job announcement, citizenship is not a requirement for employment.							

A High School Diploma or equivalent is required for all positions.

Name & Location of High School			
College/University	City & State	Major & # of Units	Degree
Vocational/Technical:			
Professional or Technical Licenses or Certificates & Dates Received:			
List office machines and/or equipment you have operated or other mechanical skills that apply: _____ _____			
Typing WPM: _____ Languages: _____			

***Do not attach resume' in lieu of completing employment history.**

EXPERIENCE: Please account for all employment within the last ten years, beginning with your current or most recent employer. In addition, please indicate any other experience which you feel is relevant to the position for which you are applying (e.g. volunteer experience, etc.) Attach an additional sheet if extra space is needed.

From: _____ To: _____ Mo. Salary: _____ Hrs. per week: _____	Job Title: _____ Describe your Duties: _____ _____ _____ Reason for Leaving: _____ _____ _____	Firm Name: _____ _____ Address: _____ _____ Phone No. _____ Supervisor's Name: _____ _____
From: _____ To: _____ Mo. Salary: _____ Hrs. per week: _____	Job Title: _____ Describe your Duties: _____ _____ _____ Reason for Leaving: _____ _____ _____	Firm Name: _____ _____ Address: _____ _____ Phone No. _____ Supervisor's Name: _____ _____
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By my signature, I declare that all information provided on this application and any attachments are true and complete. I understand that falsification of information or material omissions is grounds for disqualification, or termination if hired. I authorize the City and any of its agents to verify any information related to my application or continued employment with the city and I authorize release of any such information. I release the City from any liability for seeking or receiving such information.

Signature of Applicant

Date